

**HEADQUARTERS  
UNITED STATES CENTRAL COMMAND  
MacDill Air Force Base, Florida 33608**

**REGULATION  
Number 380-3**

3 October 1983

**SECURITY  
SENSITIVE COMPARTMENTED INFORMATION (SCI) ACCESS**

1. **PURPOSE.** To provide policy and delineate responsibility for management of the SCI billet and personnel access programs at Headquarters, US Central Command (HQ USCENCOM).
2. **APPLICABILITY.** This regulation applies to all directorates and special staff offices within HQ USCENCOM.
3. **REFERENCES.**
  - a. DOD Directive S-5200.17(M-2), Special Security Manual (U), TOP SECRET.
  - b. DOD Directive TS-5001.2(M-1), Classified Title, TOP SECRET.
  - c. DOD Instruction S-5210.51(M-1), Classified Title, TOP SECRET.
  - d. USCENCOM SCI Monitor Handbook.
4. **POLICY.**
  - a. Management of the SCI billet and personnel access programs is a responsibility shared by program administrators, i.e., the Director of Intelligence and the Special Security Officer, other directors and chiefs of special staff offices, and individuals nominated for/granted access to SCI.
  - b. SCI billet and personnel access is based strictly upon the "need-to-know" principle.
5. **RESPONSIBILITIES.**
  - a. Director of Intelligence, CCJ2 will:
    - (1) Implement the policies and procedures of references 3. a. through 3. c. within HQ USCENCOM.

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(2) Review and validate the need-to-know requirements for all SCI billet requests.

(3) Grant/suspend access to USCENTCOM SCI facilities for cause.

b. Special Security Office, CCJ2-SSO will:

(1) Operate USCENTCOM SCI facilities.

(2) Administer the USCENTCOM SCI billet and personnel access programs.

(3) Interface with agencies/commands outside HQ USCENTCOM on all matters related to the administration of the SCI billet and personnel access programs.

(4) Conduct SCI indoctrinations and debriefings.

(5) Certify/verify SCI access(es) for TDY/TAD personnel.

(6) Establish administrative SCI security practices and access procedures to insure compliance with the provisions of references 3. a. through 3. c.

(7) Advise and assist on SCI billet and personnel access matters.

(8) Administer the SCI personnel security education program.

c. Directors and Chiefs of Special Staff will:

(1) Appoint SCI monitors and alternates to interface with the Special Security Office (SSO).

(2) Notify the SSO in writing of SCI monitor appointments.

(3) Evaluate, on a continuing basis, the need-to-know criteria for SCI billets and personnel access within their organizations.

(4) Insure that approved SCI billets are either occupied by appropriately indoctrinated individuals or they are nominated to Director of Intelligence for deletion, realignment or redesignation.

d. SCI Monitors will:

(1) Comply with procedures and practices outlined in reference 3. d.

(2) Initiate requests to establish, realign or redesignate SCI billets.

(3) Coordinate indoctrinations and debriefings with the SSO.

(4) Insure that all SCI indoctrinated individuals within their organizations report personal status changes to the SSO.

(5) Initiate action to certify SCI access(es) of personnel visiting other agencies/commands.

(6) Insure that the SSO is included in the coordination of any planned visitors/conferences.

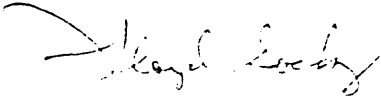
(7) Act as a focal point for other SCI matters.

**6. PROPONENT.** The proponent of this regulation is the Special Security Office, CCJ2-SSO. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to CCJ2-SSO.

FOR THE COMMANDER IN CHIEF:

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Major General, USMC  
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